

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING  
Administrative Service Center  
415 Tumwater Blvd SW Tumwater, WA 98501-5799  
Wednesday, January 27, 2010

MINUTES

BOARD MEMBERS PRESENT: Bob Hall, Dick Nichols, Steve Hardy, Edna Fund, John Braun, and Tom Schaeffer.

BOARD MEMBER EXCUSED: Judy Weaver.

STAFF PRESENT: Michael Crose, Beth Warner, Sally Nash, Gwen Culp, Judy Covell, Rich Park, Gail Park, Jeff Kleingartner, Tim Mallory, Rick Homchick, Ellen Duffy, Ryan Williams, Nancy Schutz, Pat Carnahan, and Jenny Grenfell.

GUESTS PRESENT: Emmett O'Connell.

President Bob Hall welcomed everyone to the first Board meeting in 2010 and then called the Regular Board meeting to order at 7:00 p.m.

AGENDA ITEM

1. Steve Hardy led the pledge of allegiance.
2. Self introduction of Board Members, staff and the public were made.
3. Approval of Agenda –

10-01 – TOM SCHAEFFER MADE A MOTION TO APPROVE THE AGENDA AND EDNA FUND SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4. Focus on the Foundation – Beth Warner, Foundation Director, gave a brief report on her visits to all 27 TRL libraries talking to Friends, local Boardmembers, and Library Managers. She then gave a brief snapshot of the "Passport to Timberland" program and how this program will aid the libraries and communities to bring in unrestricted sponsorship money to the Foundation.
5. Correspondence – There was no correspondence.

6. Public comments – There were no public comments.
7. Board comments – There were no Board comments.
8. Interim Executive Director's Report
  - a. Michael Crose presented the 2010 Final Budget showing estimated revenues and expenditures with graphs and charts. Mr. Crose then asked Gwen Culp, Computer Services Manager, to review the circulation, collection, and fine payment statistics with the Board. The policy and procedure changes made during the past year have resulted in 4700 fewer items being transported by the courier each day and the fines for overdue material is generating approximately \$30,000 per month.
  - b. Gwen Culp reported that eight broadband grants in the US have been announced but not our application. The request for the second round of grant applications has been announced and TRL will continue to apply.
  - c. Gwen Culp also briefed the Board on the Symphony training and the date each library would be closed for that training.
  - d. Ellen Duffy, Youth Services Coordinator, briefed the Board on the TRL Summer Reading Program and the three Discovery Centers that all of the TRL libraries will use.
9. Financial Report –Rick Homchick, TRL staff accountant, presented the financial report, highlighting various expenses and revenues that have occurred during the normal course of business.
10. Voucher Report – Rick Homchick presented the voucher statements and declared that the voucher report showed the normal flow of business.
11. Consent Agenda

10-02- EDNA FUND MOVED TO APPROVE THE CONSENT AGENDA WHICH INCLUDED THE MINUTES OF THE DECEMBER 30, 2009 REGULAR BOARD MEETING WITH THE CHANGE TO PARAGRAPH f ON PAGE 5, AND PAYROLL VOUCHERS #50065 THROUGH #50174 IN THE AMOUNT OF \$1,118,703.60; AND OTHER VOUCHERS #95356 THROUGH #95545 IN THE AMOUNT OF \$530,393.17; DICK NICHOLS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

The President called for a 10 minute break. Meeting came back to order at 8:14 p.m.

12. Unfinished Business –

- a. HR/Search Committee – Rich Park, HR Manager, informed the Board that the job announcement for the Executive Director position had been updated and the application period had been extended. He also stated that he had done some research on some consulting/staffing firms and that TRL could issue Requests for Proposals in the event our current search methods did not yield enough applications.
- b. Board Workshop – After discussion, it was decided that the Executive Assistant would attempt to schedule the Workshop based on the availability of the Boardmembers and would coordinate with the Board by e-mail. The workshop will be from 10 until 3:30 at the Service Center on a date that all members are available.
- c. Yelm Letter – Michael Crose explained that he, Ron Harding, Mayor of Yelm, Bob Thompson, and Bob Hall met to discuss the Yelm library lease. Mr. Crose stated that he would brief the Board in Executive Session about the conversation but because it involved on-going real estate negotiations could not yet be discussed in public.

13. New Business –

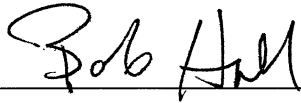
- a. Board Bylaw Review Discussion – President Bob Hall requested that the Bylaws be amended to reflect the current practice of the Vice President becoming the next President and the senior Trustee that has not served becoming the President-elect. After discussion, it was agreed to wait until all Trustees are in attendance before changing the Bylaws.

14. Board Roundtable – President Bob Hall stated that at each meeting he would like the Board to have an opportunity to make comments at the end of the meeting as well as at the beginning of the meeting during Board Comment.

After discussion, it was decided that the Board Committees will continue to meet and the committee members will remain the same as last year. After a new Trustee has been appointed from Thurston County, the Board may make changes to the committee assignments. The Executive Assistant will schedule the meetings for 2010 and notify the Board of the dates and times.

At 9:04 p.m., President Bob Hall suspended the meeting for an Executive Session pursuant to RCW 42.30.110 §(b) concerning real estate negotiations.

The meeting was called back to order at 9:14 p.m. and, there being no further business, President Bob Hall adjourned the meeting at 9:15 p.m.



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President



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Secretary